**Elementary Principals**

**Monthly Team Meeting**

**October 14, 2013**

**4:00 p.m.**

**Room 14 – Sixth ST Administration Building**

**Guiding Question:** How do we become a Professional Learning Community (PLC) as we meet the five district goals and implement the 21st Century Model of Education?

**Long-term targets:**

* Be a professional learning community (PLC) by consistently and fully implementing PLC procedures and structures throughout the district
* Meet the five District goals
* Implement the MCPS 21st Century Model of Education
* Integrate the Montana Common Core State Standards in English Language Arts and mathematics across the district
* Collaborate with UM and other community stakeholders to implement goals of SHAPE P-20 grant

**Short-term targets for this meeting:**

* Review norms and reciprocal commitments
* Elementary grade report card
* Facility Meeting debrief (plus/delta)

**Roles for this meeting:**

* **Facilitator/ Agenda Setter** - Mark
* **Time Keeper** /**Note taker** - Heather
* **Reading** - Karen

**AGENDA**

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| **TIME** | **ACTIVITY** |
| **4:00-4:05** | Review and revise agenda |
| **4:05-4:10** | Reading |
| **4:10-4:15** | Review norms and reciprocal commitments |
| **4:15-5:00** | * Elementary Report Card   (Tony Zook will join us)  Mark will send out a communication to all about the 1 year work around for report cards this year. All principals will communicate the same message to their staff at approximately the same time frame (within the same few days, perhaps a before school meeting). |
| **5:00-5:15** | * Facility Meeting Debrief   Plus/Delta  Next Steps  **PLUS**   * Protocol, what works, what could be better, what’s missing * Student participation was interesting * Involved parents * Engaged participants * Hearing from other schools – group sharing * Regional days easier – not so crowded * ½ day better for teams * Survey results are interesting |
|  | **DELTA**   * Length of the survey was exhausting – too many questions to answer questions; questions were not targeted; not even opportunity to discuss – students were left out of the discussion * Difficult to hear, poor acoustics * Room size/arrangement was too small – couldn’t see projection * Wednesday night was confusing – what was the purpose? * Schools divided into two or three tables, no idea what the other tables were talking about * First day too long, talking over students head at time * Different instrument or protocol for students AND parents/community members – not so education jargon (something like MyVoice survey) * Constantly under the gun; no time to discuss * Timing: up against the Summit for Healthy Children, tough to be out of building all that time * Invest time talking about “realistic” solutions, not so much time focusing on hopes/dreams * Facilitator (Nick) summarize the goal of each meeting and the end of the process at each meeting |
| **5:15-5:25** | Address other items not on agenda   * OPI monitors for Special Education arriving next Tuesday (same day as CCSS training); will be in K-5 buildings Tuesday – Friday; unknown which days they will in which buildings; 2-3 people in your building when they arrive; would like/need a private place where they can review files * John Combs said thanks to everyone for their assistance with mapping tools for the Kennedy Center *Every Given Child* option. * Title I portion of CSIP requires school-wide programs to recreate their school-wide plans. Can take a year to complete this; in 3 years will be required to recreate again. Title I schools will send questions to Heather so that the Title I office may provide technical assistance and/or research previous plans/documents for use in this work. |
| **5:25-5:30** | Plus/Delta   * What went well? What might we do differently? * How did we do with following our norms?   **PLUS**   * Made a decision on the report card   **DELTA**   * Old candy |